

SECURITY INFORMATION

OCT 26 1951

MEMORANDUM FOR:

SUBJECT : Progress Report

On January 1, 1952, Central Intelligence Agency will submit to the President and to the National Security Council a comprehensive progress report for the period October 1950 to December 31, 1951. It is intended that this document provide a critical self-analysis of all CIA operations that the President may be accurately updated on the health and condition of our national intelligence system.

The Deputy Director (Administration) annex to this report will be as follows:

Contents:	(1) Concept and nature of the task
	(2) Detailed in terms of:
	(a) Personnel requirements
	(b) Fiscal requirements
	(c) Supply requirements
	(3) Existing and anticipated problems
Length:	Approximately 30 pages
Original Draft:	Special Assistant to DD/A [REDACTED]
Deadline Date:	November 1951

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In the above connection, will you submit to the Special Assistant to the DD/A a report by 1 November of 7-page length. The Deputy Director (Administration) annex will be written in the following terms, and your report should follow along the same lines.

1. Concept.
2. This is what we have done.
3. This is why we have done it.
4. This is how we have done it.
5. This is where we once stood.
6. This is where we now stand.
7. This is what yet remains to be done.

Temper, Character, and Name of the Report:

1. The report is to provide a critical self-analysis of all Agency operations, and it is essential that we insist upon objectivity and honesty.